

NZ Geomechanics News Guidelines for authors supplying articles

If you are interested in submitting an article, please give us a heads up by emailing editor@nzgs.org when you start writing it – this helps us in planning the edition

Submission Deadlines

1 May for the June edition of the Magazine

20 October for the December edition of the Magazine

For each article, please supply a zip folder with the following:

- ☐ Photograph of each Author, with the jpeg called **YourName_Author Photo**
- ☐ Signed Author declaration form
- ☐ Word document named **YourName_Article Title**
- ☐ **High resolution PDF of the Word document.**
 - Word document saved as a PDF that shows all Figures, Equations/Symbols and Tables where they fall in the copy.
 - PDF to be saved as best quality, high res setting.
 - A PDF of the original document is important as it shows us the author's intended layout - showing page breaks, image placement using the original fonts etc. It also shows what the correct symbols and use of Italics are as these may default when used on another computer or at design/layout stage in the design software.
- ☐ **Separate folder containing every Figure that is used:** images and diagrams to be saved individually as large as possible - Ideally high res at 300dpi, each jpeg to be called **YourName_Article Title_Figure No**

Word document is to use the supplied word template supplied with the following style/s (if applicable):

- Title Style
- Subtitle Style
- Author (s) listed in preferred order
- 5 x keywords
- Abstract Style
- Abstract body copy
- Heading Style (Heading 1)
- Sub heading Style (Heading 2)
- Sub-sub heading Style (Heading 3)
- Body copy
- Show use of italics and greek symbols where applicable
- Figures (Numbered from 1, numerical)
- Tables (Numbered from 1, numerical))
- Equations (Numbered from 1, numerical))
- References Style

Please number your headings and subheadings